Question(s):	N/A	Geneva, 12-14 June 2019

MEETING ANNOUNCEMENT

Source:	ITU	
Title:	Third meeting of FG DFC, Geneva, Switzerland, 12-14 June 2019	
Purpose:	Admin	
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Keywords:	FG DFC; announcement; digital currency; digital fiat currency; meeting; working groups; regulatory requirements; 2019
Abstract:	This document contains the meeting announcement of the second meeting of ITU-T Focus Group Digital Currency including Digital Fiat Currency (FG DFC).

1   The third meeting of **ITU-T Focus Group Digital Currency including Digital Fiat Currency (FG DFC)** will take place from **12-14 June 2019**, at ITU Headquarters, Place des Nations, CH 1211, Geneva, Switzerland.

2   Participation in FG DFC is open to ITU Member States, Sector Member, Associates and Academia. It is also open to any individual from a country which is a member of ITU and who is willing to contribute to the work. This includes individuals who are also members or representatives of interested standards development organizations. A DFC Showcase event is planned on 13th June 2019 to provide further insights into the DFC landscape and the future of digital currency.

3   The meeting will open at **09:30am** on **12th June 2019**. Registration will begin at 08:30 hours on 12th June 2019. No registration fee is required for participating in this meeting. The discussions will be held in English only.

4   To enable ITU and the host to make the necessary arrangements concerning the organization of the Focus Group meeting, please **register** via the online form at http://www.itu.int/go/DFC2019 as soon as possible, but **no later than 14 May 2019 (extended to 30th May 2019)**. Please note that registration of participants to the meeting is carried out exclusively online. To easily provide you with any updates concerning the meeting planning, please provide a valid e-mail address.

5   Information related to the meeting and the items for discussion at the meeting will be made available on the Focus Group web page: https://itu.int/en/ITU-T/focusgroups/dfc . Please note that an ITU user account is required to access some of the documents. Accounts can be obtained at https://itu.int/en/ties-services/ (non-members select the 'Other / I don't know' option in the ITU membership status dialogue).

6   Participants shall submit input documents to ITU FG DFC Secretariat (tsbfgdfc@itu.int) in electronic format using the document template available at https://www.itu.int/en/ITU-T/focusgroups/dfc/Documents/FG-DFC_template.docx

In order to permit participants to prepare for the meeting, the proposed **deadline for document submission** for this meeting is **24 May 2019**. Please note that this is a paperless meeting.

7   Logistical information is available in Annex A of this document. Participants will need to make their own arrangements for travel, hotel booking, and transport from the airport to the hotel.

8   **Remote participation:** As a remote participant, you will be able to hear plenary session discussions, see documents and presentations and interact with the remote meeting host. If you wish to participate as a remote participant, you need to register at http://www.itu.int/go/DFC2019 as soon as possible, but **no later than 14 May 2019**. Detailed instructions will be made available to registered participants.

9   **Letter for visa support and funding for experts (Annex B)**: Should you require a personal letter of invitation for your visa application and/or funding to attend the workshop and meeting, please complete the form at **Annex B** and refer to the information and instructions on the form on how to apply and the respective deadline. In case support is required to obtain a visa, please select the option "I request support in obtaining a visa" when completing the online registration form. For further information on ITU visa support, please click here https://www.itu.int/en/ITU-T/info/Pages/visas.aspx .

10   Please note that the decision criteria to grant this funding include but is not limited to the following:

   a)   Available budget;

   b)   Participation of Experts from Least Developed Countries or Low Income Developing Countries (https://www.itu.int/en/ITU-T/gap/Documents/Fellowships_BSG_EligibleCountries.pdf)

   c)   Role and activities of the applicant strongly related to digital currency implementation or financial inclusion;

   d)   Proven experience in the areas of competence of the FG;

   e)   Written contributions by the applicant directly relevant to the areas of interest of the working groups;

   f)   Equitable distribution among countries and regions;

   g)   Gender balance.

Preference will be given to national regulators and public officials.

11   We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Switzerland. If required, visas must be requested before the date of arrival in the Switzerland from the embassy or consulate representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Deadlines vary, so it is suggested to check directly with the appropriate representation and apply early.

Key deadlines:

3 May 2019	- Submit requests for funding (see Annex B)
14 May 2019 (extended to 30th May 2019)	- Online registration http://www.itu.int/go/DFC2019
24 May 2019	- Submit written contributions (by e-mail to tsbfgdfc@itu.int) using the template

ANNEX A

ITU Workshop on The Future of Digital Currency & 3rd meeting of FG DFC

Practical information for participants

WORKING METHODS AND FACILITIES

DOCUMENT SUBMISSION AND ACCESS: The meeting and workshop will be run paperless. Written contributions to the Focus Group meeting are encouraged and should be submitted by e-mail to tsbfgdfc@itu.int by **24 May 2019** at the latest using the document template available on the FG DFC homepage Access to all input and output documents will be provided from the collaboration site for the FG DFC (TIES or Guest account required).

WIRELESS LAN facilities are available to participants throughout ITU headquarters (SSID: "ITUwifi", Key: itu@GVA1211). Detailed information is available on-site and on the ITU-T website (http://itu.int/ITU-T/edh/faqs-support.html)

E-LOCKERS are available for the duration of the meeting using participants' ITU-T RFID identity badges. The e-lockers are located on the ground floor of the Montbrillant building.

PRINTERS are available in the delegates' lounges and near all main meeting rooms. To avoid the need to install drivers on participants' computers, documents may be "e-printed" by e-mailing them to the desired printer. Details at: http://itu.int/go/e-print.

LOAN LAPTOPS are available from the ITU Service Desk (servicedesk@itu.int) on a first-come, first-served basis.

ONLINE-REGISTRATION: Pre-registration for on-site or remote participation is to be done via the FG DFC homepage **no later than 14 May 2019 (Extended to 30th May 2019)**.

VISITING GENEVA: HOTELS, PUBLIC TRANSPORT AND VISAS

VISITORS TO GENEVA: Practical information for participants attending ITU meetings in Geneva can be found at: http://itu.int/en/delegates-corner.

HOTEL DISCOUNTS: A number of Geneva hotels offer preferential rates for participants attending ITU meetings, and provide a card giving free access to Geneva's public transport system. A list of participating hotels, and guidance on how to claim discounts, can be found at: http://itu.int/travel/.

VISA SUPPORT: If required, visas must be requested before the date of arrival in Switzerland from the embassy or consulate representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Deadlines vary, so it is suggested to check directly with the appropriate representation and apply early. In case support is required to obtain a visa, please select the option "I request support in obtaining a visa" when completing the online registration form. For meetings held in Switzerland, please allow up to 21 days for a confirmation of support to be provided by ITU. Please note that this service is solely reserved to ITU Members. More information on ITU visa support for meetings in Switzerland can be found at: https://www.itu.int/en/ITU-T/info/Pages/visas.aspx

If problems are encountered by ITU Member States, Sector Members, Associates or Academic Institutions, and at the official request made by them to TSB, the Union can approach the competent Swiss authorities in order to facilitate delivery of the visa, but only within the period mentioned of four weeks. Any such request should be made by checking the corresponding box on the registration form no later than four weeks before the event. Enquiries should be sent to the ITU Travel Section (travel@itu.int), bearing the words "visa support".

ANNEX B
Personalized Letter and Funding Request Form

IMPORTANT NOTE FOR PARTICIPANTS

ALL the fields on the Form below are MANDATORY and must be completed by the applicant. It will not be possible to process your request if the Form below is not submitted with the requested information and the attachments accompanying the form as mentioned below are not provided before the deadlines specified for each request.

Registration ID (required)			Register online http://www.itu.int/go/DFC2019 for the meeting to obtain the registration ID
Title (e.g Mr, Mrs, Dr …)			
First name			
Last name			
Date of Birth (dd/mm/yy)			
Gender (Male/Female)			
Job title			
Name of Company/Organization			
Passport number			
Nationality as written on passport			
Passport Expiry Date (dd/mm/yy)			
Company/Organization mailing address	Address		
	Postal Code		
	Country		
Telephone number:		Email address:	
		Note Instructions to follow below so your request can be processed.	
Participant Request		**Response (Yes/No)**	**Instructions for each request**
I am applying for **funding** to attend the meeting: (Yes or No)			Email the completed Annex B, your written contribution for the meeting and an official letter of nomination from your employer to tsbfgdfc@itu.int before **9 May 2019 (extended)**
I require a **personalized letter of invitation**: (Yes or No)			Email the completed Annex B to tsbfgdfc@itu.int
Specify: City and Country of Departure		City: Country:	
Your stay in the Geneva (dd/mm/yy)	Date of arrival		
	Date of departure		
Participated in previous meetings of ITU-T FG DFC (yes/no)			

ANNEX C

Draft Agenda

3nd meeting of the Focus Group Digital Currency including Digital Fiat Currency (FG DFC)

12-14 June 2019, Geneva, Switzerland

12 June 2019	
08:30-09:30	**Registration**

09:30-10:30	**Opening Plenary Session**
	- Welcome remarks
	    o ITU/TSB
	    o FG DFC Chair
	- Approval of Agenda
	- Administrative Logistics
	- Document Allocation
	- Contributions

10:30-11:00	**Digital Fiat Currency Landscape** David Wen, FG DFC Chair or Keynote Guest Speaker
11:00-11:20	**Coffee Break**
11:20 – 13:30	**Regulatory Requirements and Economic Impact WG** • Presentation of draft deliverables • Comments from WG members
13:30 - 14:30	**Lunch**
14:30 – 16:00	**Reference Architecture WG** • Presentation of draft deliverables • Comments from WG members
16:00 – 16:15	**Coffee Break**
16:15 – 18:00	**Security Working Group** • Presentation of draft deliverables • Input contributions (if any) • Comments from WG members
13 June 2019	
09:30 – 17:00	**DFC Showcase Event**

14 June 2019	
09:30-10:00	**Plenary** • Summary of discussions on 12-13 June • Feedback from audience
10:00-11:00	**Working Group Co-chair Reports** • Key recommendations from the WGs • FG DFC Approval on the deliverables of the WGs
11:00-11:15	**Coffee break**
11:15 – 12:30	**Working Group Co-chair Reports** • Key recommendations from the WGs • FG DFC Approval on the deliverables of the WGs
12:30 – 14:00	**Lunch**
14:00 – 15:00	**Closing Plenary** • Approval of LS to TSAG on FG DFC Deliverables • Closing Remarks by FG DFC Chair

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